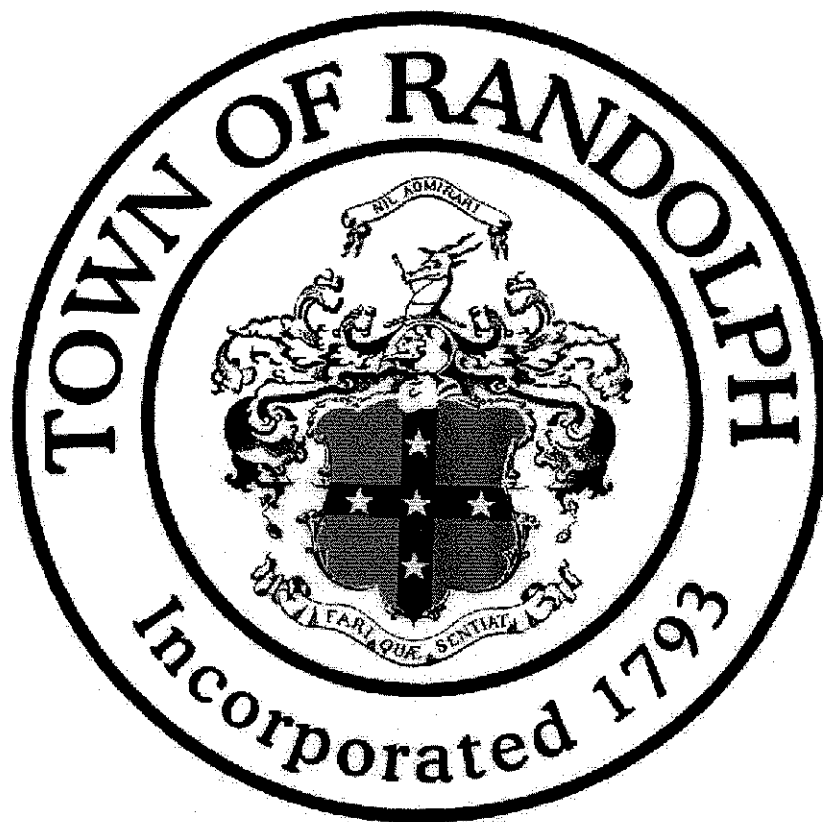


Town of Randolph

Report to the Town Council

Randolph Community Preservation Committee

April 12, 2010



Town of Randolph
2010 CPC Report to the Town Council

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I. Overview of CPA

The Community Preservation Act (hereafter referred to as "CPA"), M.G.L. c. 44B, allows Massachusetts cities and towns to raise monies through a surcharge of up to 3% of the real estate tax levy on real property. In November 2004, Town Meeting voted a 2% annual real estate levy against real property. This was ratified at the Annual Town Election held on April 5, 2005. Town Meeting did accept two exemptions from this surcharge as permitted by law: an exemption of \$100,000 of the value of each taxable parcel of residential real property and an exemption for low income. Exemptions for low income applications are available in the Assessors Office.

These CPA funds are to be used for four core purposes: to acquire, create and preserve open space; to acquire, rehabilitate, restore and preserve historic resources; to create, preserve and support community housing; and to acquire, preserve and utilize land for recreational use. The Act also provides significant State matching funds.

A minimum of 10% of the annual revenues of the fund must be appropriated for each of the three core community concerns. The remaining 70% can be allocated for any combination of the allowed uses, or for land for recreational use.

Property taxes traditionally fund the day-to-day operating needs of safety, health, schools, roads, maintenance, and more. Until the CPA, there was no steady funding source for preserving and improving a community's infrastructure. The Community Preservation Act gives a community the funds needed to control its future.

II. Summary of CPA in Randolph

Randolph's fiscal year 2011 CPA revenue of approximately \$500,000 is expected to be matched by the State in October 2011 at 30%.

Consistent with the terms of the CPA and with the Community Preservation Committee (hereafter referred to as "CPC") bylaw adopted at the November 2004 Town Meeting, the Randolph Community Preservation Committee was appointed in July 2005 to administer the CPA.

Randolph Community Preservation Committee
(as of April 12, 2010)

Conservation Commission appointee.....Brian Howard, Chairman
At-large community member.....Michelle Tyler
Town Council member..... William Alexopoulos
Housing Authority member.....Ron Lum
Business community member.....Gerald Good
Chamber of Commerce member.....(Roger Kahan)Vacancy**
Planning Board member.....Don LaLiberte
Historical Commission member.....Mary West
Open Space and Recreation Committee member.....Richard Sass, Vice Chair

** The CPC would like to thank Roger Kahan for his many years of service**

III. Activities of the Community Preservation Committee and Town Council

The Community Preservation Committee has met several times to discuss Randolph's CPA plan, accept proposals, study the proposals, seek additional information, deliberate, and make the recommendations included in this document. Furthermore, for several of the projects, the CPC solicited additional information, such as outside reports and evaluations of the proposed projects.

The CPA Statute and the DOR Guidelines dictate that Town Council may only appropriate funds for a project pursuant to a recommendation of the CPC. The Statute and DOR Guidelines make clear that Town Council cannot approve an appropriation for a project on its own initiative. Consequently, the Statute and Guidelines dictate that Town Council cannot alter the scope of a project recommended by the CPC, as doing so would result in approval of a project that is different from that recommended by the Committee.

IV. Applications Received and Approved by the Committee

Table 1. Applications Approved

<i>Applicant Name</i>	<i>Project Type</i>	<i>Project Cost</i>	<i>Purpose</i>
Housing Authority	Fire Alarm Master Box Replacement	\$15,000	Fire Protection
CPC	Town Planner	\$78,000	Development
Town Planner	Crawford Square/PWED Phase One	\$250,000	Historic Preservation
Town Manager	Powers Farm Phase One	\$696,905	Recreation/Open Space

Table 2 2011 CPA Expenditure by category

Historic	
Crawford Square Phase One	\$150,000
Housing	
Planner	\$78,000
Housing Authority Fire Alarms	\$15,000
Open Space / Recreation	
Powers Farm Phase One	\$100,000
General Reserve	
Bond Payment Phase One- Land Purchases	\$126,500
Crawford Square Phase One	\$100,000
Powers Farm Phase One	\$300,000
Administrative	
FY2011 Administrative Costs	\$10,000
Borrow	
Powers Farm Phase One	\$296,905

A. Fire Alarm Master Box Replacement *(\$15,000 – Housing)*

The project proposes to replace the Master Fire Boxes at all three public housing sites under the management of the Randolph Housing Authority. The Randolph Fire Department has recently updated its fire reporting system to a wireless operation. The new system will increase alarm reporting capabilities and the overall reliability of alarm transmissions. The current fire alarm system was first put into service on August 13, 1900. The new system must be in place by April 1, 2011.

Committee's Comments:

Whereas the expenditure of these funds will allow the Randolph Housing Authority to replace the Master Fire Boxes at all three public housing sites, the CPC supports this project. This is an important public safety issue for the residents and staff at the public housing complexes located at Elderly Drive, DeCelle Drive and Sunshine Avenue. The new Master Fire Boxes will be of great benefit as this system is wireless and will significantly reduce long-term maintenance costs associated with the previous system in wiring and circuit repairs.

B. Community Preservation Planner (Town Planner) *(\$78,000 – Housing)*

The CPC Planner is responsible for assisting with the implementation and leveraging of the Town's Community Preservation program while working in collaboration with the CPC, Planning Board, ZBA, Housing Authority and Town Council. The position is responsible for preparing funding recommendations from the Community Preservation Committee to Town Council; working with grant recipients to monitor the implementation of CPA-funded projects; assisting the CPC with media activities and community outreach; assisting with the preparation of the CPC's Annual Report and annual update of the Community Preservation Plan; and other general tasks to assist the CPC with implementation of the CPA Program.

Essential Elements

Works with the Community Preservation Committee in its capacity to review and approve CPC recommendations, including writing CPC recommendation memos, docketing items, providing support materials, and Town Council meetings as they pertain to CPC recommendations.

To help the CPC in its endeavor to acquire and preserve open space, community housing, and historic preservation. Furthermore, to assist in smart growth housing initiatives that will lead to meeting the Town's 40B requirements.

Works with the Town Counsel to ensure timely execution of funding agreements and other legal documents pertaining to CPA funded projects such as open space, historic preservation, and housing deed restrictions.

Committee's Comments:

Whereas this is the third year of a three year commitment by the CPC to the position of the Community Preservation / Town Planner, we support this expenditure. The position has been a tremendous success and has been invaluable to the Town Manager, the Town Council, the Planning Board and the Community Preservation Committee. This position will continue to have an impact on the future development of our Town.

C. Crawford Square Streetscape – Phase One (*\$150,000 Historic & \$100,000 General*)

To purchase and install historic lighting for the Crawford Square Streetscape project. The historic lighting for this project has been deemed as a historic preservation eligible activity by the Historic Commission. Also, this grant award will allow the Town to upgrade the pedestrian signals to meet ADA (Americans with Disabilities Act) requirements to include an audible chirp for those that are sight impaired or blind, and a countdown warning for people crossing the street.

Committee's Comments:

Whereas Town Meeting and the CPC previously funded Phase Two of this project and those funds were used to leverage our PWED (Public Works Economic Development) state funded grant application for additional funding in the amount of \$1,365,033.00; and the historic nature of Crawford Square must be preserved for future generations, the CPC voted unanimously to support this project. The implementation of the streetscape improvements will enhance the quality and commercial success of the downtown. These improvements are part of an overall improvement program for the downtown that will be an integral part of the success of the downtown.

D. Powers Farm - Phase One (*\$100,000 Open Space & Recreation, \$300,000 General, \$296,905 Borrow*)

In 2009, the CPC and the Town funded the purchase of the Powers Farm for conservation and passive recreational purposes only and for the undisturbed enjoyment of open space by all residents. The property is a combination of fields, forest and wetland that have natural and scenic qualities. The purchase provides a vital connection and link between the Town's pond and the proposed community park off of North Main Street. The Town Manager and Town Planner created a plan for Powers Farm, using information from the UMASS study. The Phase One funding will begin the creation of a community park area. The first phase will consist of creating parking, restroom facilities, picnic pavilions, barbecue areas, walking trail and benches around the pond, a small swing set area and open lawn areas for toss, frisbee, kite flying and soccer. The preserved land will be a great open space for the residents to get together and enjoy outdoor activities.

Committee's Comments:

Whereas this request would start the process to make this land accessible and useable for residents creating a positive impact on present and future generations of our Town by creating walking trails, a community garden, picnic pavilions, and other endless potential uses, we are excited to endorse this project funding. Also, the picnic pavilions and barbecue area will be available for rent by permit and these revenues will be used to support the upkeep and future development. This will be an ongoing project for the CPC and the Town. It will be enjoyed for generations to come.

E. Powers Farm, Rent and Daly Property Land Purchase – Bond Payment (\$126,500 – General Account)

To make the first payment on the borrowing approved at Town Meeting to purchase Powers Farm (\$800,000), the Rent Property (\$425,000) and the Daly Property (\$175,000). This will be the first of ten payments to payoff the bond.

Committee's Comments:

Whereas the Committee has made a commitment to pay the bond in a ten year period, instead of choosing a twenty year bond, the CPC will save approximately \$225,000 in interest charges. The first year payment will be \$126,500. In addition, the total amount of the borrowing is \$500,000 less the total appropriated amount per the state grant awarded for the purchase of Powers Farm.

V. Randolph CPC Financial Overview

See attached FY2011 recommendation spreadsheet.

VI. Acknowledgements

The Community Preservation Committee appreciates the extremely hard work this year's applicants devoted to their applications, answering CPC members' questions, and the support the Committee has received from every department in Town; specifically, the Collector/Treasurer's Office, Assessor's Office, Town Clerk/Registrar's Office, MPIC, Open Space and Recreation, Town Planner, Town Manager and Town Counsel.

VII. Forward looking statement

The Community Preservation Committee encourages any interested party to contact the Committee to inquire as to whether or not a particular project is eligible for CPA funding. Specifically, the CPC is especially interested in projects that:

- A. Protect vital parcels of open space via the purchase of a preservation restriction, a transfer of development rights, or a combination of the two.
- B. Support additional opportunities for both active and passive recreation for the health needs of our community.
- C. Projects that leverage CPA monies to obtain additional private donations and state and federal grants.
- D. FY2011 is the final year of funding the Town Planner utilizing CPA funds. The position of Town Planner is important to the future development of our community and the CPC supports the position.

2011 Community Preservation Committee Recommendations

	Received	2011 Appropriations	Balance after appropriation
001 CPA General Fund Account			
FY11 local receipts	500,000		
a	150,000		
To Community Housing Account 002		-65,000	
To Open Space/Rec. Account 003		-65,000	
To Historic Preservation Account 004		-65,000	
To General Reserve Account 005		-445,000	
To Administrative Account 006		-10,000	
Balance after 2011 appropriations			0
002 Community Housing Account			
FY10 Balance	224,565		
To community housing account 002 from CPA General Fund 001	65,000		
Pull back from Working Family Program	135,000		
To Housing Authority for Fire Alarms		-15,000	
To Town Manager for Community Preservation Planner		-78,000	
Balance after 2011 appropriations			331,565
003 Open Space and Recreation Account			
FY10 Balance	66,413		
To Open Space and Rec. account 003 from CPA General Fund 001	65,000		
To Town Manager for Powers Farm Phase One		-100,000	
Balance after 2011 appropriations			31,413
004 Historic Preservation Account			
FY10 Balance	91,061		
To Historic Preservation account 004 from CPA General Fund 001	65,000		
To Planner for Crawford Square Phase One		-150,000	
Balance after 2011 appropriations			6,061
005 Administrative Account			
FY10 Balance	0		
To CPA administrative account 005 from CPA General Fund 001	10,000		
To CPA committee		-10,000	
Balance after 2011 appropriations			0
006 CPA General Reserve Account			
FY10 Balance	112,261		
To General Reserve account 006 from CPA General Fund 001	445,000		
Bond Payment - Land Purchase - Year One		-126,500	
To Planner for Crawford Square Phase One		-100,000	
To Town Manager for Powers Farm Phase One		-300,000	
Balance after 2011 appropriations			30,761
Total CPA All Accounts Balance			\$399,800

Note: To Authorize a Borrowing Not To Exceed \$296,905 for Powers Farm Phase One